

Checklist For Miscellaneous Residential Submittal

Development Services Department

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A Community of Excellence

Residential Additions/Accessory Buildings/Patio Covers

Two (2) copies of plans that include the following:

- Plot plan showing the locations and sizes of all structures existing and proposed, setbacks from property lines, and any other structures and all easements. Provide the total square footage under roof of all structures, including livable, garage, patio covers and any other structures.
 Total proposed square footage and total square footage of lot.
- o Foundation plan, location & size of footings and associated details
- Floor plan indicating the uses of all existing and proposed rooms and spaces; sizes and types all new windows and doors and all existing windows and doors in areas of additions
- o Roofing plan showing sizes and types of all framing members, specific framing hardware or hangers, keyed details showing connections, and roofing material callouts, size & location of framing members
- o Any proposed plumbing shall include size, locations, fixture count, gas-line isometric, material, etc
- Show any proposed electrical including lights, switches, outlets, smoke detectors, panels, service and sub-panel sizes, feeder wiring methods, and one-line diagrams.
- Exterior elevation(s)

Model Home Sales Office – Garage Conversion

 Two copies of the following: plot plan; layout of garage/office showing accessibility requirements; framing callouts, electrical, mechanical, plumbing layouts, and details as necessary to clearly indicate the scope of work, lateral analysis if necessary

Swimming Pool/Spas

- Two copies of plot plan showing the location of pool/spa and equipment, setbacks from property lines, and any other structures and all
 easements.
- Custom (owner/builder) pools require two copies of pool structural engineering.
- o Gas lines associated with pool heaters require isometric drawing including segment lengths, pipe size, appliance BTU's, type of material and burial depth.

Fence Wall/Retaining Wall

• Two (2) copies of plot plan showing fence location, all gates, all structures, and easements, footing and section details identifying materials, and reinforcing bar spacing and size, and sealed engineering calculations and details.

Plumbing

Two (2) copies of plans with the following information necessary to convey the scope of proposed work:

- Gasline isometric drawing including segment lengths, pipe size, appliance BTU's, type of material and burial depth
- Waterline location, size and type of material; burial depth; fixtures served
- Wastewater Line location, size and type of material; burial depth, general slope, cleanouts, fixtures served

Temporary Power – Minor Electrical

The use of cord assemblies for service wiring of temporary power are generally prohibited

Note: All overhead installations shall comply with the Town of Gilbert Building Department details for overhead installations.

Two (2) copies of plot plan showing all structures, locations/size of Service Entrance Section (SES), sub-panels or generators; indicate wiring methods - include: conduit size and type, wire size and type, burial depth, one line diagram, and loads. Note two ground rods are always required where ground rods are used.

Construction and Sales Trailers – Please note that separate permits are required from Arizona Office of Manufactured Housing for other than single wide construction trailers

Two (2) copies of plot plans with location, size, setbacks of trailer, parking (accessible parking and accessible routes and ramps for sales trailers) and sources of utilities. Provide additional information noted above for utilities.

Plan Changes

Two (2) sets of plans (only those sheets which contain revisions/changes with all revisions/changes highlighted by use of a delta number and "clouding" in order to bring attention to these items), narratives (separate from the plans describing each change) and other supporting documents (structural calculations, product cut sheets, etc.).